



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

Date: 1/24/14

Kirsten Benton  
PO Box 374  
Collins, IA 50055

Dear Kirsten,

This letter is in regards to the 1/24/14 compliance check of your Category B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.4 No more children are in care than the rules for the specific category will allow. (You need to complete your renewal as a Category C-2 provider or need to reduce your number of children to 12 or less.)

☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. (You need to re-install the smoke detector in your living room, and the one in your basement play room.)

**110.5(2) A provider file is maintained and contains:**

☐ 110.5(2)d An individual file is maintained for each substitute and contains:

☐ 110.5(2)d Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years. (Emily needs to obtain current certification in the mandatory reporter training.)

**110.5(8) Children's Files**

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually. (You need to obtain more current physician signed statements of health for several of the children you watch.)

**110.9(1) SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME  
CATEGORY "B"**

☐ 110.9(1)a Not more than six preschool children present at any one time including infants.

☐ 110.9(1)c Not more than four additional school-age children.

☐ 110.9(1)e Not more than 12 children present when the emergency school closing exception is in effect.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations on or before 3/13/14.**

☒ Based on the items out of compliance listed above, a re-check or follow-up visit to your home is not necessary. However, it is essential you come into complete compliance with all Departmental regulatory mandates. **Please check mark each of the boxes listed above when the necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.**

**I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.**

**Please sign and date below, and return this form in the provided envelope by: 3/13/14.**

X \_\_\_\_\_  
Signature Date

Please call me if you have any further questions.

Sincerely,



Earl Crow  
Child Development Home Compliance Checks  
DHS, Story County  
(515) 268-7106

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-800-722-7619.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://www.dhs.state.ia.us/Consumers/Child\\_Care/Professional\\_Development.html](http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html) and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>